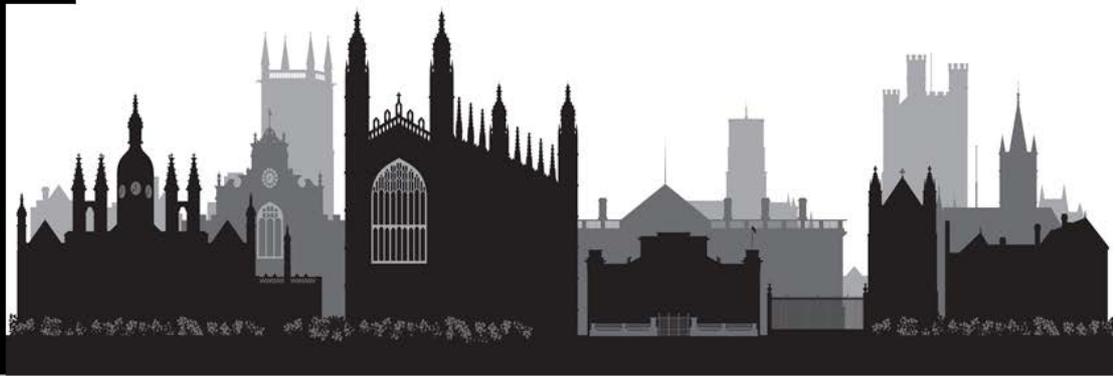




**UNIVERSITY OF  
CAMBRIDGE**  
**R&D Management  
Conference 2016**

Cambridge 3-6 July

From Science to Society:  
Innovation and Value Creation



**Guide for Contributors**

**R&D Management Conference 2016**

**V2.51**

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## Papers: Summary of submission process

		By 01/02/2016	By 03/05/2016		By 03-06/07/2016
Submission type	Details	Extended abstract	Full paper	Short abstract	Presentation
Academic paper	<p><b>Description:</b> Completed academic research, or in the case of students, work with a substantial original contribution. Results of an empirical or theoretical nature, potentially with practical relevance.</p> <p>Designed for an academic audience. However, where appropriate, the implications for managers should be highlighted.</p>	<p><b>Length:</b> 1,200 – 1,500 words</p> <p><b>Content:</b> Description of the content of the full paper (see <a href="#">guidance</a>).</p> <p><b>Acceptance process:</b> Academic review, submission of full paper and enrolling of one author in the conference.</p> <p><b>For PhD students:</b> The submission and acceptance of an abstract is a necessary requirement for taking part in the Colloquium.</p> <p><b>Review Criteria:</b> Fit within conference theme, appropriate academic (and practical) value</p>	<p><b>Length:</b> 5,000 – 7,000 words</p> <p><b>Content:</b> Full research content must be presented according to academic publication standards for all accepted abstracts. Submissions should be formatted according to the <a href="#">paper template here</a></p> <p><b>Acceptance process:</b> Automatically accepted, subject to acceptance of the abstract and at least <b>one author</b> enrolling in the conference.</p> <p>Maximum 1 paper presented per registered attendee.  Papers with no registered attendee by 31 May will be removed from the conference programme.</p>	<p><b>Length:</b> 150 – 200 words</p> <p><b>Content:</b> short description of the paper (see full paper template). This will be used by the ConferenceApp.</p>	<p><b>Slides:</b> max 10 slides brought on the day of presentation on a USB memory stick</p> <p><b>Time allocated:</b> 15 minutes for presentation, 15 minutes for questions and discussion</p>

<p><b>Industrial paper</b></p>	<p><b>Description:</b> Interesting perspectives from industry and other non-academic institutions (e.g. accounts of innovation successes, failures, challenges, good practice, management tools and methods, and learning).</p>	<p><b>Length:</b> 1,200 – 1,500 words</p> <p><b>Content:</b> Description of the presentation (<a href="#">see guidance</a>).</p> <p><b>Acceptance process:</b> Academic or industrial review and enrolling of one author in the conference</p> <p><b>Review Criteria:</b> Fit within conference theme, appropriate level of relevance for practitioners (and recommendations for academic community).</p>	<p><b>Length:</b> 1,500 – 7,000 words</p> <p><b>Content:</b> The extended abstract can be used as the basis of a paper, enhanced as appropriate. <b>There is flexibility in terms of length and content presented</b>, but it should be formatted according to the <a href="#">paper template</a>.</p> <p><b>Acceptance process:</b> Automatically accepted, subject to acceptance of the extended abstract and at least <b>one author</b> enrolling in the conference</p>	<p><b>Length:</b> 150 – 200 words</p> <p><b>Content:</b> short description of the paper (see full paper template). This will be used by the ConferenceApp.</p>	<p><b>Slides:</b> max 10 slides brought on the day of presentation on a USB memory stick</p> <p><b>Time allocated:</b> 15 minutes for presentation, 15 minutes for questions and discussion</p>
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## Workshops, tutorials and seminars: Summary of submission process

		By 01/02/2016		By 03/05/2016	By 03/07/2016
Submission type	Details	Description of plan	Full paper	Short abstract	Presentation
<b>Workshop, Tutorial or Seminar session</b>	<p><b>Description:</b> Interactive sessions, which can take various forms, including: seminars, tutorials, workshops (e.g. industry oriented-workshops, academic research workshops, research &amp; teaching methodology tutorials and seminars and network building discussions).</p> <p><b>Allocated time:</b> 1.5 – 3 hours on Wednesday 6 July 2016 (PM).</p>	<p><b>Length:</b> 1,200 – 1,500 words</p> <p><b>Content:</b> Description and plan of the session (see <a href="#">guidance</a>).</p> <p><b>Acceptance process:</b> subject to acceptance by the organising committee and <b>enrolling of one facilitator in the conference</b></p> <p><b>Review Criteria:</b> Fit within conference theme, and relevance to managers and/or academic community.</p>	<p><b>Optional</b></p> <p>(If you wish to submit a paper for your session, please use the paper submission process – academic or industrial as appropriate – in addition to the session form)</p>	<p><b>Length:</b> 150 – 200 words</p> <p><b>Content:</b> Description of the session (for publication in the ConferenceApp)</p>	<p><b>Time allocated:</b> 1.5 – 3 hours on Wednesday 6 July 2016 (PM)</p>

## Academic papers: Guidance and review criteria

Authors intending to present academic research of a theoretical or empirical nature during the R&D management conference 2016 in response to the call for papers should submit an extended abstract to the conference [via the website](#). This is also a requirement for PhD students participating in the R&D management colloquium.

The authors (including PhD students participating in the colloquium) whose extended abstracts are accepted following a process of peer review, will be invited to submit a full academic paper.

The process for acceptance of the submission is described in the diagram below:



## Academic extended abstract

**Content:** The extended abstract should succinctly convey the information about the contribution and the topic. Guiding headings which could be used include:

- **Context; research gap tackled; why it is important and for whom**
- **Summary of previous work in this area and extant gaps**
- **Research design: method(s) employed**
- **Findings: what are the main outcomes of the research?**
- **Implications for academics and practitioners**

**Style:** Documents should be a pdf, double-spaced, single-column manuscript, with wide margins, minimum 11 pt, Time or Times New Roman. A template is available from the [conference website](#).

**Length:** 1,200 – 1,500 words including references, tables and graphs

**Review criteria:** The extended abstract will be peer reviewed and the reviewer will be encouraged to score the submission according to these criteria:

1. Does the paper make a worthwhile contribution to the academic field of R&D Management? Is its purpose or value clearly evident?
2. Have the authors acquainted themselves with the background and existing research relevant to the problem being investigated?
3. Is the methodology sound and adequate for the objectives of the paper?
4. Do the conclusions follow from the evidence provided in the abstract?
5. Is the presentation clear? Are tables, diagrams and examples used appropriately?

## Academic full paper

Authors whose academic extended abstract has been accepted for the conference should submit a paper by 3 May 2016.

**Length:** 5,000 – 7,000 words including references and tables

### Style format:

Papers should be prepared using **MS Word using the** template provided **and then submitted as both a Word and pdf document**. Specialist terminology and acronyms should be avoided.

A paper must be preceded by a **short abstract** (150 – 200 words), which will clearly reveal the purpose, value and impact of the paper. It should state briefly why the work reported was done, how it was carried out, what are the most important conclusions and what are their implications for R&D management. **The short abstract should be also submitted when you submit the full paper.**

**Reference style:** Chicago 16th author-date. Examples below:

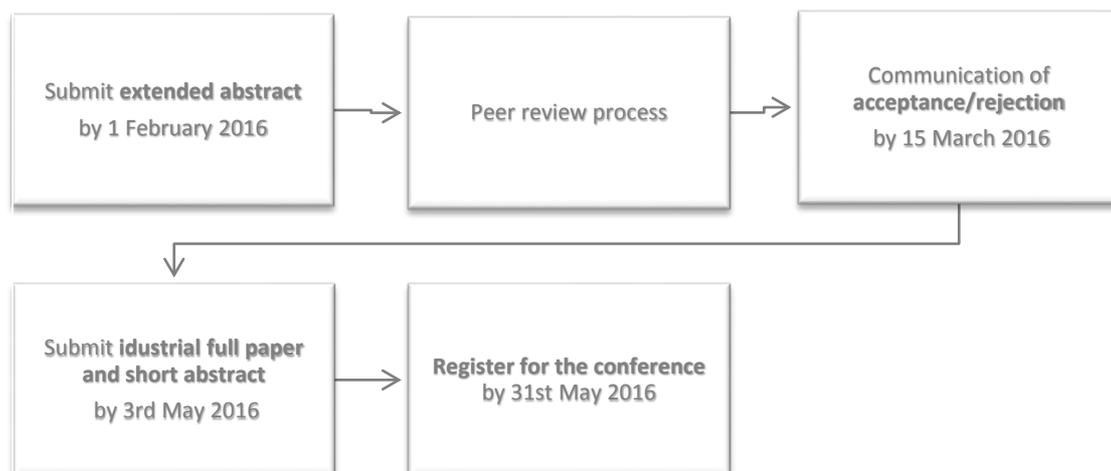
- Billoski, T.V. 1992. *Introduction to Paleontology*. 6th ed. New York: Institutional Press.
- Morehouse, S.I., and R.S. Tung. 1993. "Statistical evidence for early extinction of reptiles due to the K/T event." *Journal of Paleontology* 17 (2):198-209.
- Schwartz, M.T., and T.V. Billoski. 1990. "Greenhouse hypothesis: effect on dinosaur extinction." In *Extinction*, edited by B.T. Jones and N.V. Lovecraft, 175-189. New York: Barnes and Ellis.

## Industrial papers: Guidance and review criteria

Authors from industry and other non-academic institutions intending to present interesting content (e.g. accounts of innovation successes, failures, challenges, good practice such as tools and methods and learning) during the R&D management conference 2016 should submit an extended abstract to the conference [via the website](#).

The authors whose extended abstracts will be accepted following a process of peer review will have to submit an industrial paper. There is flexibility on length (1,500 – 7,000 words) and content, but the papers should be formatted according to the [paper template provided](#).

The process for acceptance of the submission is described in the diagram below:



## Industrial extended abstract

**Content:** The extended abstract should succinctly convey information about the topic.

Guiding questions include:

- **What management issue is the paper/presentation about?**
- **Why is it important?**
- **What are you proposing to do/have you done?**
- **Who and why will this interest the R&D and innovation management community?**
- **What is your objective for presenting this material at the R&D management conference?**

**Style:** Documents should be a pdf, double-spaced, single-column manuscript, with wide margins, minimum 11 pt, Times or Times New Roman font. A template is available from the [conference website](#).

**Length:** 1,200 – 1,500 words including references, tables and graphs

**Review criteria:** the extended abstract will be peer reviewed and the reviewer will be encouraged to score the submission according to these criteria:

1. Does the paper make a worthwhile contribution to the field of R&D Management? Is its purpose or value clearly evident?
2. Have the authors acquainted themselves with the background to the problem being investigated?
3. Is the methodology sound and adequate for the objectives of the paper?
4. Do the conclusions follow from the evidence provided in the abstract?
5. Is the presentation clear? Are tables, diagrams and examples used appropriately?

## Industrial full paper

Authors whose industrial extended abstract has been accepted for the conference will be asked to submit a full paper by 3 May 2016. There is high flexibility on length and content, but the papers should be formatted according to the [paper template provided](#).

**Length:** 1,500 – 7,000 words including references and tables.

### Style format:

Papers should be prepared using **MS Word** and the [template provided](#) and submitted as a **Word and .pdf document**. Specialist terminology and company acronyms should be avoided.

A paper must be preceded by a **short abstract** (150 – 200 words), clearly revealing the purpose, value and impact of the paper, the most important conclusions and their implications for R&D management. **The short abstract should be also submitted separately when you submit your full paper.**

**Reference style (If applicable):** Chicago 16th author-date. Examples below:

- Billoski, T.V. 1992. *Introduction to Paleontology*. 6th ed. New York: Institutional Press.
- Morehouse, S.I., and R.S. Tung. 1993. "Statistical evidence for early extinction of reptiles due to the K/T event." *Journal of Paleontology* 17 (2):198-209.
- Schwartz, M.T., and T.V. Billoski. 1990. "Greenhouse hypothesis: effect on dinosaur extinction." In *Extinction*, edited by B.T. Jones and N.V. Lovecraft, 175-189. New York: Barnes and Ellis.

## Workshops, tutorials and seminars: Guidance and review criteria

Proposals for academic and industrially-oriented workshops, tutorials, seminars and other interesting and interactive sessions relevant to the domain of R&D Management are invited.

**Examples:** industry oriented-workshops, academic research workshops, research and teaching methodology tutorials and seminars, network building discussions, and ‘meet the editor’ sessions.

These sessions will be scheduled for the afternoon of Wednesday 6 July 2016, in blocks of 1.5 hours duration.

Sessions that relate to papers presented at the conference are encouraged, although this is not obligatory.

Sessions can be submitted via the online form available by clicking [here](#).

The process for acceptance of the submission is described in the diagram below:



## Workshops, tutorials and seminars

Proposals for workshops, tutorials and seminars should be made using the [form provided on the R&D Management Conference 2016 website](#).

**Content:** The information in the form should succinctly convey information about:

- **The objectives of the session (max 100 words)**
- **How will it work (max 100 words )**
- **Who is expected to contribute (max 100 words )**
- **Whether the session is primarily: academic; practice focused or a mixture**

**Review criteria:** the proposals will be peer reviewed and the reviewer will be encouraged to score the submission according to these criteria:

1. Is the workshop/tutorial/seminar interesting for the R&D Management community?
2. Is its purpose or value clearly evident?
3. Is the plan feasible?
4. Who is it likely to benefit/participate? (Is it likely to attract an audience)?